State of Nevada Purchasing Division
Nevada Department of Environmental Protection

RFP 3251

Technical Support for the National Environmental Information Exchange Network

Part II – Cost Proposal

July 6, 2016

WINDSOR SOLUTIONS | Environmental + Health Information Systems

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Tab I – Title Page

State of Nevada Purchasing Division
Nevada Department of Environmental Protection

RFP 3251

Technical Support for the National Environmental Information Exchange Network

Part II – Cost Proposal

Windsor Solutions, Inc.
4386 SW Macadam Ave, Suite 101
Portland, OR 97239

Opening Date: July 6, 2016
Opening Time: 2:00 PM

7.1 COST SCHEDULES

The cost for each deliverable must be complete and include all expenses, including travel, per diem and out-of-pocket expenses as well as administrative and/or overhead expenses. Detailed backup must be provided for all cost schedules

7.1.1 Detailed Deliverable Cost Schedule

The schedules have been set-up so that the sub-total from each deliverable cost schedule will automatically be transferred to the summary table in ***Section 7.1.7, Summary Schedule of Project Costs.***

However, it is ultimately the proposer's responsibility to make sure that all totals are correctly transferred to the summary table in ***Section 7.1.7, Summary Schedule of Project Costs*** prior to submitting their cost proposal.

Deliverable Number		Description of Deliverable	Activity Number	Cost
5.4	**Planning and Administration Deliverables**			
	5.4.3.1	Detailed Project Plan	5.4.2.1	$5,000.00
		Subtotal for 5.4 - Planning and Administration		***$5,000.00***
5.5	**Flow Components**			
	5.5.3.1	Develop a node implementation plan	5.5.2.1	$30,000.00
	5.5.3.2	Develop, install and configure software for required web services	5.5.2.2.A	$40,000.00
	5.5.3.3	Map middleware to production data	5.5.2.2.B	$15,000.00
	5.5.3.4	Test system functionality and troubleshhot any problems	5.5.2.3	$30,000.00
	5.5.3.5	Prepare flow configuration documenation to provide technical details	5.5.2.4.A	$12,500.00
	5.5.3.6	Provide on-site training	5.5.2.4.B	$10,000.00
		Subtotal for 5.5 - Flow Components		***$137,500.00***
		Total Section 7.1.1 Detailed Deliverable Cost Schedules		***$142,500.00***

Assumptions

The planning and administration deliverable "Detailed Project Plan" does not account for the time and effort necessary to produce bi-monthly status reports and to attend regular project meetings (deliverables 5.4.3.2 & 5.4.3.3) because the duration of the activity is not clear.

Windsor's estimate for deliverable 5.4.3.1 assumes the planning for a single task order, for example the design and implementation of the ICIS-Air data flow.

The prices quoted are hypothetical in nature since the scope of work is unclear. Actual costs for any given scope of work awarded under the contract will be estimated accordingly. The ICIS-Air flow has been used as the basis for this example estimation.

Windsor assumes an additional overhead will be necessary to satisfy the new master contract methodology and oversight as described within the RFP.

Discoveries made regarding the desired scope of work, during planning or design actvities, may necessitate a modification to the estimates provided.

7.1.6 Other Associated Costs

Proposers must identify any other costs not covered on the Detailed Deliverable Cost Schedules and/or the specific cost scheudles for any hardware and/or software proposes, as follows:

7.1.6.1 The schedule has been set up so that the sub-total from this cost schedule will automatically be transferred to the summary table in ***Section 7.1.7, Summary Schedule of Project Costs.***

However, it is ultimately the proposer's responsibility to make sure that all totals are correctly transferred to the summary table in ***Section 7.1.7, Summary Schedule of Project Costs*** prior to submitting their cost proposal.

7.1.6.2 Proposers must provide detailed information for each item identified.

Item #	Description of Other Associated Costs	Cost
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
	SUB-TOTAL FOR 7.1.2	$0.00

7.1.7 Summary Schedule of Project Costs

Sub-totals from each of the previous cost schedules must be transferred to the following summary schedule of project costs.

Deliverable or Cost Schedule Number	Summary of Total Project Costs	Cost
5.4	Planning and Administration Deliverables	$5,000.00
5.5	Flow Components	$137,500.00
	Sub-Total of Project Tasks	$142,500.00
7.1.2	Other Associated Costs	$0.00
	Sub-Total of Other Associated Costs	$0.00
	Total Project Costs	***$142,500.00***

7.1.8 Hourly Rate Schedule for Change Orders

7.1.8.1 Prices quoted for change orders/regulatory changes must remain in effect for six (6) months after State acceptance of the successfully implemented system.

7.1.8.2 Proposers must provide firm, fixed hourly rates for change orders/regulatory changes, including updated documentation.

7.1.8.3 Proposers must provide a firm, fixed hourly rate for each staff classification identified on the project. Proposers must not provide a single compilation rate.

Classification Title	Hourly Rate
Principal Consultant* (Ted Morris)	$206.00
Managing Consultant* (Kevin Lyons, Bill Rensmith)	$188.00
Lead Consultant* (Jaime McFarland)	$162.00
Senior Consultant* (Chris Tyler)	$143.00
Consultant**	$117.00
Associate**	$92.00

*Key Staff; see resumes in Technical Proposal for classification titles for these individuals.
**Not Key Staff; these positions are not anticipated to be required but would be available depending on the scope of work.

7.1.5 Annual Product Licensing and Maintenance Schedule

7.1.5.1 Proposers must provide a three (3) year fee schedule with the following information:

- Listing of each product;
- Original project proposed price;
- Annual licensing fee, if any;
- Annual maintenance fee, if any; and
- Percentages of the original amount for each fee.

A. Year 1

Item #	Product Description	Cost	Annual Licensing Fee, if applicable	Annual Maintenance Fee	Percentage of the Original Amount
1	**NA**				
2					
3					
4					

B. Year 2

Item #	Product Description	Cost	Annual Licensing Fee, if applicable	Annual Maintenance Fee	Percentage of the Original Amount
1	**NA**				
2					
3					
4					

C. Year 3

Item #	Product Description	Cost	Annual Licensing Fee, if applicable	Annual Maintenance Fee	Percentage of the Original Amount
1	**NA**				
2					
3					
4					

Tab III – Attachment K

Attachment K - COST PROPOSAL CERTIFICATION OF COMPLIANCE WITH TERMS AND CONDITIONS OF RFP

I have read, understand and agree to comply with ***all*** the terms and conditions specified in this Request for Proposal.

YES X I agree to comply with the terms and conditions specified in this RFP.

NO _____ I do not agree to comply with the terms and conditions specified in this RFP.

If the exception and/or assumption require a change in the terms in any section of the RFP, the contract, or any incorporated documents, vendors ***must*** provide the specific language that is being proposed in the tables below. If vendors do not specify in detail any exceptions and/or assumptions at time of proposal submission, the State will not consider any additional exceptions and/or assumptions during negotiations.

Note: Only cost exceptions and/or assumptions should be identified on this attachment. Do not restate the technical exceptions and/or assumptions on this attachment.

Windsor Solutions, Inc.

Company Name

Signature

Simon Watson July 1, 2016

Print Name Date

Vendors MUST use the following format. Attach additional sheets if necessary.

EXCEPTION SUMMARY FORM

EXCEPTION #	RFP SECTION NUMBER	RFP PAGE NUMBER	EXCEPTION (Complete detail regarding exceptions must be identified)

ASSUMPTION SUMMARY FORM

ASSUMPTION #	RFP SECTION NUMBER	RFP PAGE NUMBER	ASSUMPTION (Complete detail regarding assumptions must be identified)

This document must be submitted in Tab III of vendor's cost proposal.

This form MUST NOT be included in the technical proposal.